



**Minutes of the  
City Commission for the City of Traverse City**

**Regular Meeting**

**February 18, 2014**

A regular meeting of the City Commission of the City of Traverse City was called to order at the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, at 7 p.m.

The following Commissioners were present, constituting a quorum: Mayor Michael Estes, Mayor Pro Tem James Carruthers, Jeanine Easterday, Gary L Howe, Ross Richardson, Tim Werner.

The following Commissioner was absent: Barbara D. Budros.

The Pledge of Allegiance was recited.

Mayor Estes presided at the meeting.

As requested by Commissioner Werner, Agenda Item 2(b) was removed from the Consent Calendar for full discussion.

As requested by Rick Buckhalter, 932 Kelly Street, Agenda Item 2(g) was removed from the Consent Calendar for full discussion.

**2. Consent Calendar**

Moved by Carruthers, seconded by Richardson, that the following actions as recommended on the amended Consent Calendar portion of the Agenda be approved:

- a. The minutes of the February 3, 2014, Regular Meeting, February 8, 2014, Study Session, and February 10, 2014 Joint Study Session, be approved.
- b. Removed from the Consent Calendar.
- c. The City Manager be authorized to issue a confirming purchase/service

order in the amount of \$33,792.64 to Lemmen Oil Company for 10,003 gallons of dyed #2 ultra-low sulfur diesel fuel without additives priced at \$3.37825 per gallon with funds available in the Garage Fund.

- d. An amendment to the Traverse City Code of Ordinances, *Rules of Procedure*, Section 1324.04, which will remove the Board of Zoning Appeals Rules of Procedure from the Zoning Code and establish the Rules of Procedure as a separate document of the Board of Zoning Appeals as recommended by the City Planning Commission, which was introduced on January 21, 2014, be enacted with an effective date of February 28, 2014.
- e. The City Manager be authorized to approve payment in the amount of \$7,000 per year, for three years to Traverse City Light and Power for the city's share of the software license agreement with ESRI for asset inventory and management, with funds available in the GIS Fund.
- f. The competitive bidding process be waived and that the Mayor and City Clerk execute a change order to the contract with Harper Industrial Construction, Inc. (originally authorized January 6, 2014), in the amount of \$69,500 for removal of the existing wall coating system and installation of a new wall coating system in two filter tanks at the Water Treatment Plant, such change order subject to approval as to its substance by the City Manager and its form by the City Attorney and the City Manager be authorized to issue a service order to Prein and Newhof in the not-to-exceed amount of \$7,800 for the evaluation, design, permitting administration and installation oversight in connection with the change order, with funds available in the Water Fund.
- g. Removed from the Consent Calendar.

CARRIED unanimously. (Budros absent)

#### **Items removed from the Consent Calendar**

- a. Consideration of authorizing placement of the winter 2014-2015 Road Salt Order.

The following addressed the Commission:

Jered Ottenwess, City Manager

Dave Green, Department of Public Services Director

Moved by Werner, seconded by Howe, that the City Manager be authorized to approve ordering 2,000 tons of bulk salt and 500 tons of backup salt through the State of Michigan's MIDeal program.

CARRIED unanimously. (Budros absent)

b.

Consideration of concurring with the Traverse City Light and Power Board's recommendation to remove restrictions from Traverse City Light and Power's Self-Insurance Bank Account, which will make these funds available for operational or capital uses if authorized in future budgets.

The following addressed the Commission:

Rick Buckhalter, 932 Kelley Street – spoke in opposition

Moved by Easterday, seconded by Werner, that the City Commission concurs with the Traverse City Light and Power Board action removing the restrictions over its self-insurance account established at the June 24, 1985, joint meeting of the City Commission and Traverse City Light and Power Board.

Roll Call:

Yes – Easterday, Richardson, Werner, Carruthers, Estes.

No – Howe.

CARRIED. (Budros absent)

### **3. Old Business**

**3(a).**

Consideration of authorizing a contract for the procurement of a train of 500 D membrane technology at the Wastewater Treatment Plant.

The following addressed the Commission:

Jered Ottenwess, City Manager

Casey Rose, Wastewater Treatment Plant Project Manager (CH2MHILL)

Moved by Richardson, seconded by Werner, that the competitive bidding process be waived; and that the Mayor and City Clerk execute a service agreement with ZENON Environmental Corporation in the not-to-exceed amount of \$811,000 for the installation of a train of 500D membranes at the Wastewater Treatment Plant, such agreement subject to approval as to its substance by the City Manager and its form by the City Attorney, with funds available in the Sewer Fund.

CARRIED unanimously. (Budros absent)

#### **4. New Business**

##### **4(a).**

Consideration of authorizing a purchase order for a new refuse truck for use by the Parks and Streets divisions.

The following addressed the Commission:

Jered Ottenwess, City Manager

Dave Green, Department of Public Services Director

Rick Buckhalter, 932 Kelley Street – made general comments

Moved by Richardson, seconded by Easterday to table item for a future meeting.

CARRIED unanimously. (Budros absent)

#### **5. Appointments**

##### **5(a).**

None.

## **6. Reports and Communications**

The following were received and filed:

- a. Reports, announcements and correspondence from the City Manager.
- b. Announcements from the City Clerk.
- c. Reports, announcements and correspondence from the Mayor and City Commissioners.
- d. Reports and correspondence from other City officials, boards and committees.
  - 1. Report from the Mayor serving on the Downtown Development Authority.
  - 2. Report from Commissioners serving on the Light and Power Board.
  - 3. Report from the Mayor and Commissioner serving on the Planning Commission.
  - 4. Report from Commissioners serving on other boards.
  - 5. Minutes of the Traverse City Light and Power Board Meeting of January 14, 2014.
  - 6. Capital Improvement Program Plan Update from the City Planning Director and City Engineer dated January 28, 2014.
  - 7. Minutes of the Human Rights Commission Meeting of January 13, 2014.
- e. Reports and correspondence from non-City officials.

1. Fractile Emergency Response Report from North Flight for January 2014.

## **7. Public Comment**

The following addressed the Commission:

1. Reserved.

None

2. General.

Mark Breederland, 9483 Harbor Hills Drive, Michigan Sea Grant  
Extension Educator Northwest District – made general comments  
Rick Buckhalter, 932 Kelley Street – made general comments

3. Mayor and City Commissioners.

Commissioner Tim Werner  
Commissioner Gary Howe  
Mayor Pro Tem James Carruthers

There being no objection, Mayor Estes declared the meeting adjourned at 7:59 pm.

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Katie Lowran  
Deputy City Clerk

Approved: \_\_\_\_\_, \_\_\_\_\_  
(Date) (Initials)